

**MANISTEE AREA PEG COMMISSION**  
**MEETING MINUTES**  
**September 17, 2003**

A regularly scheduled meeting of the Manistee Area PEG Commission was held on September 17, 2003 at 6:30 p.m. in room 113 of the Manistee High School, 525 Twelfth Street, Manistee, Michigan.

**MEMBERS PRESENT:** J. Mencarelli, J. Ball, N. Leslie, L. Trucks, K. Fenstermacher

**MEMBERS ABSENT:** M. Carlson, M. Tillotson

**OTHERS PRESENT:** S. Scrimger, Deborah Wiley, Keith Brown

The meeting was called to order at 6:52 p.m. with the Pledge of Allegiance. There was a motion by Leslie, seconded by Ball to accept the minutes of the August 20, 2003 meeting.  
Motion passed 5-0.

**CHANNEL UPDATE** - Mencarelli presented a channel log and updated the commission on current work at the broadcast site.

**DISCUSSION OF CONTRACT FOR BROADCAST OPERATIONS** - Scrimger discussed the contract and the steps for signing the contract with a Program Manager.

**DISCUSSION OF OPERATING FORMS & PROCEDURES** - The Commissioners discussed the current policies & procedures document.

There was a motion by Trucks, seconded by Ball to remove the sentence regarding showing tapes and times.  
Motion passed 5-0.

There was a motion by Trucks, seconded by Ball to accept the "Underwriting & Sponsorship, Paragraph B, second line".  
Motion passed 3-2.

Mencarelli will submit the new paragraph of the policies & procedures to the Manistee City Council and then to the Filer Township Board for approval.

**DISCUSSION OF CLOSED MEETINGS** - Mencarelli explained the Closed Meeting of September 17, 2003 was in violation of the Open Meetings Act and that the applications from that meeting are back in the cycle.

A 10 minute recess was taken at 7:33 p.m. to review Program Manager submissions. The meeting was recalled to order at 7:46 p.m.

**DISCUSSION OF APPLICATIONS FOR PROGRAM MANAGER** - Four (4) new applications were received, for a total of seven (7) applicants under consideration. Questions were asked of the two (2) applicants that were at the meeting (D. Wiley, K. Brown).

There was a motion by Trucks, seconded by Fenstermacher to move on and decide on a Program Manager tonight.  
Motion passed 5-0.

There was a motion by Leslie, seconded by Ball to add a 90-day review clause to the Program Manager Contract as well as a cancellation clause of mutual agreement.  
Motion passed 5-0.

At this point the applicants left the room at their own discretion while the Commission made their decision.

There was a motion by Fenstermacher, seconded by Trucks to appoint Keith Brown as Program Manager for PEG Channel 2.

Motion passed 5-0.

The applicants re-entered the room and the position was awarded to Keith Brown.

At this point, Ms. Wiley left the meeting.

**REQUEST FOR MONIES** - Mencarelli presented the Commission with needs for various monies, totaling approximately \$1,200.00

There was a motion by Leslie, seconded by Ball to approve the purchase of backdrop materials (\$400), 2 ea tripods at \$200 ea, a printer at \$100, and uncopyrighted music at \$287.00.

Motion passed 5-0.

**DISCUSSION OF PEG SPONSORSHIP** - Mencarelli asked for volunteers for how we can run sponsorships on PEG TV 2. Fenstermacher volunteered to assist with this.

It was agreed to hold the next meeting in room 113 of the Manistee High School on Twelfth Street. The date for the next meeting was set for October 15, 2003.

There was a motion by Leslie, seconded by Ball to move the Head End to Manistee High School, room 113.

Motion passed 5-0.

The meeting was adjourned at approximately 8:32 p.m..